

TANZA WATER DISTRICT

Tanza, Cavite

ANNUAL PROCUREMENT PLAN PROGRAM FOR THE YEAR 2014

No.	Production Description	Procurement Mode	Quantity Requirement					Unit Price (Php)	Amount
			1st Qtr.	2nd Qtr.	3rd Qtr.	4th Qtr.	Total		
Common Use Office Supplies									
1	Employees Leave Card	Shopping	60				60	4.00	240.00
2	Hard Copy Long	Shopping	25	25	25	25	100	165.00	16,500.00
3	Hard Copy Short	Shopping	40	30	30	35	135	140.00	18,900.00
4	Whitewove long	Shopping	3	3	3	4	13	165.00	2,145.00
5	Whitewove Short	Shopping	3				3	140.00	420.00
6	Film Carbon (gold)	Shopping	2	2	2	2	8	90.00	720.00
7	Daily Time Record	Shopping	2	3	2	3	10	145.00	1,450.00
8	Index Card 5x8	Shopping	3	4	4	4	15	35.00	525.00
9	Time Card	Shopping	3	3	3	4	13	1.50	19.50
10	Ordinary Notebook	Shopping	6	4	4	3	17	8.00	136.00
11	Record Book 500 pcs.	Shopping	20	19	19	18	76	50.00	3,800.00
12	Record Book 300 pcs.	Shopping	10	10	10	9	39	40.00	1,560.00
13	Record Book 150 pcs.	Shopping	4				4	40.00	160.00
14	White Folder Long	Shopping	250	150	150	200	750	4.00	3,000.00
15	PB Folder Green	Shopping	60	60	60	60	240	9.50	2,280.00
16	Brown Envelope Long	Shopping	160	160	160	160	640	2.00	1,280.00
17	Brown Envelope Short	Shopping	160	160	160	160	640	1.50	960.00
18	Plastic Sliding Folder Long	Shopping	10	10	10	10	40	8.00	320.00
19	Plastic Sliding Folder Short	Shopping	10	10	10	10	40	6.00	240.00
20	TWD Letter Envelope	Shopping	150	100	100	100	450	3.00	1,350.00
21	Pay envelope 8 1/2	Shopping	50	50	50	50	200	5.00	1,000.00
22	Scotch Tape ¾	Shopping	27	27	27	27	108	8.00	864.00
23	Packaging Tape	Shopping	5	5	5	6	21	15.00	315.00
24	Masking Tape ¾	Shopping	15	15	15	15	60	10.50	630.00
25	Fallback clip 2	Shopping	2		2		4	17.00	68.00
26	Binder Clip 2"	Shopping	6	7	7	7	27	4.00	108.00
27	Binder Clip 1¼	Shopping	6	6	6	6	24	2.00	48.00
28	Binder Clip 3/4	Shopping		3			3	25.00	75.00
29	Binder Clip 1/4	Shopping		3			3	22.00	66.00
30	Paper Clip Small	Shopping	5	5	5	5	20	8.00	160.00
31	Paper Clip Big	Shopping	7	7	7	6	27	10.00	270.00
32	Plastic Fastener Assorted	Shopping	3	3	3	3	12	30.00	360.00
33	Re-write Correction Tape	Shopping	22	22	22	21	87	20.00	1,740.00
34	Rubberband	Shopping	3	3	3	3	12	145.00	1,740.00
35	Max Staple Wire No.35	Shopping	10	9	10	9	38	30.00	1,140.00
36	Pilot Super Color Fine Black	Shopping	8	8	8	10	34	30.00	1,020.00

No.	Production Description	Procurement Mode	Quantity Requirement					Unit Price (Php)	Amount
			1st Qtr.	2nd Qtr.	3rd Qtr.	4th Qtr.	Total		
37	Pilot Whiteboard marker	Shopping	4	4	4	4	16	50.00	800.00
38	Mongol Pencil	Shopping	4	4	4	6	18	60.00	1,080.00
39	Stabilo Boss Assorted	Shopping	10	10	10	12	42	27.00	1,134.00
40	Pilot Sign Pen Black	Shopping	17	17	17	17	68	43.00	2,924.00
41	Pilot Sign Pen Red	Shopping	5	5	5	5	20	43.00	860.00
42	Pilot Ballpen Black	Shopping	72	72	72	74	290	20.00	5,800.00
43	Pilot Ballpen Blue	Shopping	10	5	10	5	30	20.00	600.00
44	Pilot Ballpen Red	Shopping	12	12	12	11	47	20.00	940.00
45	Pilot G-2 Ballpen Black	Shopping	24	24	24	23	95	50.00	4,750.00
46	Pilot G-2 Ballpen Blue	Shopping	20	20	20	15	75	50.00	3,750.00
47	Stamp Pad Refill Ink Black	Shopping	3	3	3	3	12	18.00	216.00
48	Stamp Pad Refill Ink Violet	Shopping	1				1	18.00	18.00
49	Ring Binding Materials	Shopping	5	5	5	5	20	45.00	900.00
50	Specialty Boards	Shopping	5	5	5	5	20	35.00	700.00
51	CD R	Shopping	4				4	8.00	32.00
52	DVD RW	Shopping	6	6	6	6	24	20.00	480.00
53	DVD R	Shopping	6	6	6	6	24	20.00	480.00
54	Continuous Form 11 x 9 1/2 1 ply	Shopping	6	6	6	6	24	420.00	10,080.00
55	Continuous Form 11 x 14 7/8 2 ply	Shopping	8	8	8	8	32	420.00	13,440.00
56	Continuous Form 11 x 9 1/2 2 ply	Shopping	6	6	6	6	24	500.00	12,000.00
57	Clip folder big	Shopping	4				4	30.00	120.00
58	Meter reading cards	Shopping	100	100	100	100	400	10.00	4,000.00
59	hardbound expandable arc file folder	Shopping	15		15		30	350.00	10,500.00
60	Cutter refill	Shopping	2				2	10.00	20.00
61	file rack	Shopping	2				2	230.00	460.00
62	circular ring 2 x 5	Shopping	2		2		4	27.00	108.00
63	Elmers glue	Shopping		5			5	100.00	500.00
64	padding glue	Shopping		1			1	75.00	75.00
65	Storage box	Shopping		1			1	1,000.00	1,000.00
66	Folder w/lever Archfile - legal size	Shopping	15		15		30	150.00	4,500.00
67	File case	Shopping	5				5	160.00	800.00
68	Clear plastic envelope w/ handle	Shopping	4				4	60.00	240.00
69	Bag	Shopping	4				4	1,000.00	4,000.00
70	Eraser	Shopping		6			6	10.00	60.00
71	Map pin	Shopping	1				1	100.00	100.00
72	Photo paper	Shopping	2				2	130.00	260.00
73	Sticker paper	Shopping	2				2	130.00	260.00
	Subtotal								153,596.50
Common Use Office Devices									
1	Puncher	Shopping	4				4	150.00	600.00
2	Stapler	Shopping		4		5	9	120.00	1,080.00
3	Stapler Wire Remover	Shopping	2	2	2	2	8	20.00	160.00
4	Cutter	Shopping	2	2	2	2	8	13.00	104.00

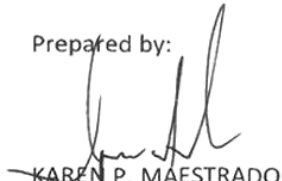
No.	Production Description	Procurement Mode	Quantity Requirement					Unit Price (Php)	Amount
			1st Qtr.	2nd Qtr.	3rd Qtr.	4th Qtr.	Total		
5	Scissors	Shopping	2	2	2	2	8	40.00	320.00
6	Ruler	Shopping	2	2	2	4	10	7.00	70.00
7	Flash drive 8GB	Shopping	2				2	500.00	1,000.00
8	External drive 1 TERA	Shopping	2				2	5,000.00	10,000.00
9	Tape dispenser	Shopping	1				1	300.00	300.00
10	Clipboard	Shopping		10		10	20	100.00	2,000.00
11	Multi-layer box x 6	Shopping	2				2	400.00	800.00
	Subtotal								16,434.00
Common Computer Consumables		Shopping					0		
1	Epson LX300 + (7753)	Shopping	6	6	6	6	24	110.00	2,640.00
2	Epson FX 2190	Shopping	11	11	11	11	44	350.00	15,400.00
3	HP 703 Black	Shopping	2	3	2	3	10	400.00	4,000.00
4	HP 703 Colored	Shopping	2	3	2	3	10	400.00	4,000.00
5	HP 704 Black	Shopping	24	24	24	24	96	400.00	38,400.00
6	HP 704 Colored	Shopping	19	19	19	19	76	400.00	30,400.00
7	Canon 830 black	Shopping	9	10	9	9	37	800.00	29,600.00
8	Canon 831 colored	Shopping	3	3	3	4	13	900.00	11,700.00
9	Continous ink	Shopping			2		2	5,000.00	10,000.00
10	Sharp Toner AR 208FT	Shopping	3		3		6	4,200.00	25,200.00
11	Balikbayan box	Shopping	2			2	4	115.00	460.00
12	Paint brush	Shopping	2				2	20.00	40.00
13	Dust cleaner	Shopping	1				1	100.00	100.00
14	Rechargeable battery	Shopping	2				2	500.00	1,000.00
	Subtotal								172,940.00
Accountable Forms		Shopping					0		
1	Cashiers Official Receipt	Shopping	7	6	6	6	25	120.00	3,000.00
2	Official Receipt	Shopping	5	5	5	4	19	3,000.00	57,000.00
3	Statement of account	Shopping	10	10	10	10	40	4,000.00	160,000.00
	Subtotal								220,000.00
Janitorial Cleaning Supplies		Shopping					0		
1	Door mat	Shopping	6	6	6	6	24	20.00	480.00
2	Refrigerator rag	Shopping	3	3	3	3	12	35.00	420.00
3	Planela rag	Shopping	1	2	1	2	6	80.00	480.00
4	Broomstick	Shopping	6	6	6	6	24	25.00	600.00
5	Walis tambo	Shopping	6	6	6	6	24	125.00	3,000.00
6	Tissue	Shopping	12	12	12	12	48	90.00	4,320.00
7	Tissue paper	Shopping	480	480	480	480	1920	12.00	23,040.00
8	Dishwashing liquid	Shopping	24	24	24	24	96	50.00	4,800.00
9	Fabric conditioner	Shopping	6	6	6	6	24	96.00	2,304.00
10	Detergent bar	Shopping	12	12	12	12	48	24.00	1,152.00
11	Plastic (ice)	Shopping	6	6	6	6	24	16.00	384.00
12	Plastic (labo)	Shopping	6	6	6	6	24	8.00	192.00
13	Garbage bag	Shopping	18	18	18	18	72	25.00	1,800.00

No.	Production Description	Procurement Mode	Quantity Requirement					Unit Price (Php)	Amount
			1st Qtr.	2nd Qtr.	3rd Qtr.	4th Qtr.	Total		
14	Sako	Shopping	132	132	132	132	528	5.00	2,640.00
15	Alcohol	Shopping	3	3	3	3	12	75.00	900.00
16	Medicines (assorted)	Shopping	144	144	144	144	576	10.00	5,760.00
17	Scrubbing pad	Shopping	18	18	18	18	72	20.00	1,440.00
18	Toilet cleaner	Shopping	6	6	6	6	24	100.00	2,400.00
19	Pledge	Shopping	6	6	6	6	24	280.00	6,720.00
20	Glade	Shopping	12	12	12	12	48	280.00	13,440.00
21	Floor Mop	Shopping	1	1	1	1	4	75.00	300.00
	Subtotal								76,572.00
Other Categories		Shopping							
1	CI adaptor 2" M/F	Shopping	2	3	2	2	9	1,516.00	13,644.00
2	CI adaptor 3" M/F	Shopping	1				1	1,458.00	1,458.00
3	CI adaptor 4" M/F	Shopping	1				1	2,995.00	2,995.00
4	CI adaptor 6" M/F	Shopping	1				1	4,583.00	4,583.00
5	CI adaptor 8" M/F	Shopping	1				1	7,779.00	7,779.00
6	CI elbow 2x 90° M/M	Shopping	1	1	1	1	4	2,365.00	9,460.00
7	CI elbow 4x 90° M/M	Shopping	1				1	4,486.00	4,486.00
8	CI elbow 6x 90° M/M	Shopping	1				1	6,965.00	6,965.00
9	CI endcap 2"	Shopping	2		3		5	908.00	4,540.00
10	CI endcap 4"	Shopping	1				1	652.00	652.00
11	CI endcap 6"	Shopping	1				1	2,490.00	2,490.00
12	CI endcap 8"	Shopping	1				1	2,800.00	2,800.00
13	CI gibault 1 1/2"	Shopping		5			5	650.00	3,250.00
14	CI gibault 2"	Shopping	6	6	6	7	25	689.00	17,225.00
15	CI gibault 4"	Shopping		2		2	4	1,386.00	5,544.00
16	CI gibault 6"	Shopping		1			1	2,580.00	2,580.00
17	CI gibault 8"	Shopping		1			1	1,018.00	1,018.00
18	CI adaptor reducer 8x4 F/F	Shopping		1			1	6,535.00	6,535.00
19	GI end cap 1/2	Shopping	25	25	25	25	100	7.00	700.00
20	GI end cap 3/4	Shopping	1				1	9.50	9.50
21	GI end cap 2"	Shopping	2	2	2	2	8	40.00	320.00
22	GI coupling 1/2	Shopping	45	45	45	45	180	6.27	1,128.60
23	GI coupling 3/4	Shopping	4	4	4	3	15	24.50	367.50
24	GI coupling 1"	Shopping	6	6	6	7	25	14.25	356.25
25	GI elbow 1/2	Shopping	175	175	175	175	700	9.10	6,370.00
26	GI elbow 3/4	Shopping	8	8	8	6	30	13.50	405.00
27	GI elbow 1"	Shopping	15	20	15	20	70	19.00	1,330.00
28	GI elbow 2x 90°	Shopping	2	2	2	2	8	66.08	528.64
29	GI nipple 1/2x2	Shopping	300	300	300	300	1200	9.10	10,920.00
30	GI nipple 1/2x3	Shopping	50	50	50	50	200	11.48	2,296.00
31	GI nipple 1/2x4	Shopping	75	75	75	75	300	13.65	4,095.00
32	GI nipple 1/2x5	Shopping	6	6	6	7	25	18.90	472.50
33	GI nipple 1/2x6	Shopping	65	60	65	60	250	21.25	5,312.50

No.	Production Description	Procurement Mode	Quantity Requirement					Unit Price (Php)	Amount
			1st Qtr.	2nd Qtr.	3rd Qtr.	4th Qtr.	Total		
34	GI nipple 1/2x8	Shopping	5		5		10	28.20	282.00
35	GI nipple 1/2x10	Shopping	100	100	100	50	350	33.35	11,672.50
36	GI nipple 1/2x20	Shopping	50	50	50	50	200	72.80	14,560.00
37	GI nipple 3/4x6	Shopping	25	25	25	25	100	29.00	2,900.00
38	GI nipple 3/4x10	Shopping	30				30	41.80	1,254.00
39	GI plug 1/2	Shopping	300	300	300	300	1200	5.97	7,164.00
40	GI plug 1	Shopping	25	25	25	25	100	10.25	1,025.00
41	GI bell reducer 3/4x1/2	Shopping	200	200	200	200	800	13.45	10,760.00
42	GI union patente 1/2	Shopping	100	100	100	100	400	25.65	10,260.00
43	Replacement piece 1/2	Shopping	200	200	150	200	750	47.00	35,250.00
44	Replacement piece 3/4	Shopping	25	25	25	25	100	47.65	4,765.00
45	Replacement piece 1	Shopping	25	25	25	25	100	56.00	5,600.00
46	Replacement piece 2" female adapter	Shopping	1				1	262.00	262.00
47	GI tee 1/2	Shopping	150	150	150	150	600	12.68	7,608.00
48	GI tee 3/4	Shopping	5		5		10	17.20	172.00
49	GI tee 1"	Shopping	10	10	10	10	40	25.60	1,024.00
50	GI tee reducer 3/4x1/2	Shopping	100		50		150	21.00	3,150.00
51	GI tee reducer 1x1/2	Shopping	125	125	125	125	500	33.00	16,500.00
52	Tee mig 1/2	Shopping	30				30	99.00	2,970.00
53	Tee mig 1"	Shopping	25				25	173.30	4,332.50
54	CI tee 2 "F/F	Shopping	5		5		10	3,184.00	31,840.00
55	CI tee 2" M/M	Shopping	2				2	2,224.00	4,448.00
56	CI tee 3" M/M	Shopping	1				1	2,560.00	2,560.00
57	CI tee 6" F/F	Shopping	5		5		10	8,479.00	84,790.00
58	CI tee 8" F/F	Shopping	5		5		10	8,958.30	89,583.00
59	CI tee reducer 8x4 F/F	Shopping	5		5		10	4,675.00	46,750.00
60	Union mig 1/2	Shopping	50	50	50	50	200	78.00	15,600.00
61	Union mig 3/4	Shopping	25	25	25	25	100	97.50	9,750.00
62	Union mig 1"	Shopping	10	10	10	10	40	115.00	4,600.00
63	Union mig 2"	Shopping	10				10	532.00	5,320.00
64	Ballvalve 1/2	Shopping	125	125	125	125	500	233.00	116,500.00
65	Brassvalve 1/2	Shopping	5	5	5	5	20	192.80	3,856.00
66	CI gatevalve 6" F/F handwheel	Shopping		2			2	9,695.82	19,391.64
67	CI gatevalve 8" F/F w/ BNG	Shopping		1			1	26,407.00	26,407.00
68	CI valve box cover 6"	Shopping	1				1	1,250.00	1,250.00
69	PE tube 1/2	Shopping	250	250	250	250	1000	11.00	11,000.00
70	PE tube 3/4	Shopping	250	250	250	250	1000	17.85	17,850.00
71	PE tube 1"	Shopping	125	125	125	125	500	35.00	17,500.00
72	PE tube 2"	Shopping	375	375	375	375	1500	150.00	225,000.00
73	PVC pipe 2"	Shopping		1			1	461.00	461.00
74	PVC pipe 4"	Shopping		1			1	2,391.00	2,391.00
75	PVC pipe 6"	Shopping		1			1	2,526.07	2,526.07
76	CI saddle clamp 1 1/2 x1	Shopping	4				4	282.00	1,128.00

No.	Production Description	Procurement Mode	Quantity Requirement					Unit Price (Php)	Amount
			1st Qtr.	2nd Qtr.	3rd Qtr.	4th Qtr.	Total		
77	Cl saddle clamp 2x1	Shopping	10	10	10	10	40	239.00	9,560.00
78	Cl saddle clamp 3x1	Shopping	1	1	1	1	4	334.80	1,339.20
79	Cl saddle calmp 4x1	Shopping	3	4	4	4	15	370.00	5,550.00
80	Rubber gasket 1/2	Shopping	200	200	200	200	800	3.50	2,800.00
81	Teflon tape	Shopping	250	250	250	250	1000	6.35	6,350.00
82	Lead seal	Shopping	150	150	150	150	600	2.00	1,200.00
83	neltex	Shopping	1		1		2	200.00	400.00
	Subtotal								1,041,827.40
	Grand Total								1,681,369.90

Prepared by:



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